

**ALTUS CITY COUNCIL MEETING  
MINUTES  
NOVEMBER 17, 2015**

**1. CALL TO ORDER**

The City Council of Altus, Jackson County met in regular session Tuesday, November 17, 2015 at 6:45 p.m. in the Council chambers of City Hall. Notice of the agenda was duly filed and posted in the office of the City Clerk, November 13, at 6:22 p.m.

**2. ROLL CALL:**

**Present:** Chris Riffle, Rick Henry, Doyle Jenckks, Jon Kidell, Jason Winters, Dwayne Martin, Perry Shelton, Kevin McAuliffe, Jacik Smiley

**Absent:** None

**Others Present:** David Fuqua, Matt Wojnowski, Jan Neufeld, Catherine Coke, Debbie Davis, Donita Beers, Linda Walker, Sharon Sutton, Kyle Davis, Angie & Dennis Murphy, Lloyd Colston, Freddy Perez, Jerry Gibson, Ken Pike, Phillip Beauchamp, Tim Murphy, Barbara Burleson, Chad Osborne, Johnny Barron, Candice Willingham, Kevin Baker, Officer Billy Fowler.

**3. COMMENTS FROM THE AUDIENCE**

None

**4. CONSENT AGENDA**

**A. APPROVE MINUTES FOR ALTUS CITY COUNCIL MEETING ON NOVEMBER 17, 2015**

**B. RECEIVE AND ACKNOWLEDGE RECEIPT OF CLAIMS LIST**

**C. BUDGET AMENDMENT TO TRANSFER THE FY16 BUDGET AMOUNTS FROM THE GENERAL FUND RECREATION (DEPT 24) TO THE NEWLY CREATED RECREATION FUND (FUND 10) FOR 1) A NET INCREASE OF \$38,500 TO THE RECREATION FUND (FUND 10); AND 2) A NET DECREASE OF (\$38,500) TO THE GENERAL FUND (FUND 01).**

**D. ACKNOWLEDGE RECEIPT OF ODEQ PERMITS FOR HOUSING ADDITIONS; LAUREL HOMES PHASE 15: ODEQ WATER PERMIT #WL000033141088 AND HUNTER POINTE PHASE 11: ODEQ WATER PERMIT #WL000033150765 AND ODEQ SEWER PERMIT #SL000033150766. RESULT:**

Minutes Acceptance: Minutes of Nov 17, 2015 6:30 PM (Minutes Approval)

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Jon Kidwell, Councilman
<b>SECONDER:</b>	Rick Henry, Councilman
<b>AYES:</b>	Henry, Shelton, Martin, Jencks, Winters, Kidwell, McAuliffe, Riffle, Smiley

**5. CONSIDER, DISCUSS AND VOTE TO APPROVE ARAC ORDINANCE # 2015-24 TO UPDATE CITY OF ALTUS CODE OF ORDINANCES TO ADD THE ALTUS RECREATION ADVISORY COMMITTEE AND/OR ANY OTHER APPROPRIATE ACTION**

This item presented by Catherine Coke, City Attorney

Approved Ordinance No. 2015-24 updating the City of Altus Code of Ordinances.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Perry Shelton, Councilman
<b>SECONDER:</b>	Rick Henry, Councilman
<b>AYES:</b>	Henry, Shelton, Martin, Jencks, Winters, Kidwell, McAuliffe, Riffle, Smiley

**6. CONSIDER, DISCUSS AND VOTE TO APPROVE 1) EMERGENCY OMRF ORDINANCE NO. 2015-25 AND EMERGENCY CITY ORDINANCE NO. 2015-26 ADDING SECTION 22-20(A)(26) TO AMEND THE CITY'S DEFINED BENEFIT PLAN FOR ELIGIBLE EMPLOYEES TO AMEND THE DEFINITION OF "EMPLOYEE" TO INCLUDE THE CITY MANAGER AND THE ASSISTANT CITY MANAGER IN THE DB (DEFINED BENEFIT) PLAN ONLY AND APPROVE A NEW OMRF MASTER DEFINED BENEFIT PLAN JOINDER AGREEMENT AS EXHIBIT A; 2) DECLARING AN EMERGENCY WITH AN EFFECTIVE DATE OF NOVEMBER 1, 2015; OR TAKE ANY OTHER APPROPRIATE ACTION.**

This item presented by Catherine Coke, City Attorney

Approved Ordinances No. 2015-25 & 2015-26 to Amend the City's Defined Benefit Plan for Eligible Employees to include the City Manager and Assistant City Manager and to approve a new OMRF Master Defined Benefit Plan Joinder Agreement.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Dwayne E. Martin, Councilman
<b>SECONDER:</b>	Chris Riffle, Councilman
<b>AYES:</b>	Henry, Shelton, Martin, Jencks, Winters, Kidwell, McAuliffe, Riffle, Smiley

- 7. CONSIDER, DISCUSS AND VOTE TO APPROVE 1) EMERGENCY OMRF ORDINANCE NO. 2015-27 AND EMERGENCY CITY ORDINANCE NO. 2015-28 AMENDING THE CITY'S DEFINED CONTRIBUTION (DC ) PLAN FOR THE POSITION OF ASSISTANT CITY MANAGER AND ADDING SECTION 22-7(A)(15) TO THE ALTUS CODE TO AMEND THE CITY'S DC (DEFINED CONTRIBUTION) PLAN FOR ELIGIBLE EMPLOYEES TO AMEND THE DEFINITION OF "EMPLOYEE" TO EXCLUDE ANY PERSON WHO HOLDS THE POSITION OF ASSISTANT CITY MANAGER ON OR AFTER AUGUST 19, 2015 AND APPROVE A NEW OMRF MASTER DEFINED CONTRIBUTION PLAN JOINDER AGREEMENT AS EXHIBIT A; 2) DECLARING AN EMERGENCY WITH AN EFFECTIVE DATE OF NOVEMBER 1, 2015; OR TAKE ANY OTHER APPROPRIATE ACTION.**

This item presented by Catherine Coke, City Attorney

Approved Ordinances No. 2015-27 & 2015-28 to Amend the City's Defined Contribution Plan for the position of Assistant City Manager and Eligible Employees and to approve a new OMRF Master Defined Contribution Plan Joinder Agreement.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Dwayne E. Martin, Councilman
<b>SECONDER:</b>	Chris Riffle, Councilman
<b>AYES:</b>	Henry, Shelton, Martin, Jencks, Winters, Kidwell, McAuliffe, Riffle, Smiley

- 8. CONSIDER, DISCUSS AND VOTE TO APPROVE 1) EMERGENCY OMRF ORDINANCE NO. 2015-29 AND EMERGENCY CITY ORDINANCE NO. 2015-30 AMENDING THE CITY'S DEFINED CONTRIBUTION (DC ) PLAN FOR THE POSITION OF CITY MANAGER AND ADDING SECTION 22-7(A)(14) TO THE ALTUS CODE TO AMEND THE CITY'S DC (DEFINED CONTRIBUTION) PLAN FOR ELIGIBLE EMPLOYEES TO AMEND THE DEFINITION OF "EMPLOYEE" TO EXCLUDE ANY PERSON WHO HOLDS THE POSITION OF CITY MANAGER ON OR AFTER MAY 18, 2015 AND APPROVE A NEW OMRF MASTER DEFINED CONTRIBUTION PLAN JOINDER AGREEMENT AS EXHIBIT A; 2) DECLARING AN EMERGENCY WITH AN EFFECTIVE DATE OF NOVEMBER 1, 2015; OR TAKE ANY OTHER APPROPRIATE ACTION.**

This item presented by Catherine Coke, City Attorney

Approved Ordinances No. 2015-29 & 2015-30 to Amend the City's Defined Contribution Plan for the position of City Manager and Eligible Employees and to Approve a new OMRF Master Defined Contribution Plan Joinder Agreement.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Dwayne E. Martin, Councilman
<b>SECONDER:</b>	Chris Riffle, Councilman
<b>AYES:</b>	Henry, Shelton, Martin, Jencks, Winters, Kidwell, McAuliffe, Riffle, Smiley

Motion made by MARTIN and seconded by KIDWELL to APPROVE the EMERGENCY CLAUSE for ORDINANCES 2015-25, 2015-26, 2015-27, 2015-28, 2015-29, & 2015-30 effective NOVEMBER 1, 2015.

AYE: Henry, Riffle, Winters, Martin, Kidwell, Jencks, Shelton, McAuliffe, Smiley

NAY: None

Motion carried 9-0

**9. CONSIDER, DISCUSS AND VOTE TO APPROVE A REQUEST FROM AN EMPLOYEE TO RECEIVE A LUMP SUM PAYMENT OF RETIREMENT BENEFITS.**

This item presented by Mayor Smiley.

Approved the request for Mr. Ernest Ray Jones to receive a lump sum payment of retirement benefits.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Perry Shelton, Councilman
<b>SECONDER:</b>	Jon Kidwell, Councilman
<b>AYES:</b>	Henry, Shelton, Martin, Jencks, Winters, Kidwell, McAuliffe, Riffle, Smiley

**10. CONSIDER, DISCUSS AND VOTE TO APPROVE RESOLUTION NO. 2015-40 DIRECTING FILING AND NOTIFICATION TO THE PUBLIC OF THE PUBLICATION OF SUPPLEMENT #35 TO THE ALTUS CITY CODE 1980, OR TAKE ANY OTHER APPROPRIATE ACTION.**

This item presented by Catherine Coke, City Attorney

Approved Resolution No. 2015-40 approving the direct filing and notification to the public of Supplement #35 to the Altus City Code 1980.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Perry Shelton, Councilman
<b>SECONDER:</b>	Jon Kidwell, Councilman
<b>AYES:</b>	Henry, Shelton, Martin, Jencks, Winters, Kidwell, McAuliffe, Riffle, Smiley

**11. CONSIDER, DISCUSS AND VOTE TO APPROVE RESOLUTION NO. 2015-41 DECLARING THE SELECTION OF THE PROFESSIONAL ENGINEERING FIRM TO PERFORM BRIDGE INSPECTIONS FOR THE CITY OF ALTUS IN ACCORDANCE WITH THE NATIONAL BRIDGE INSPECTION STANDARDS UNDER ODOT BRIDGE INSPECTION CONTRACTS FOR APRIL 1, 2016 TO MARCH 31, 2018; AND/OR ANY OTHER APPROPRIATE ACTION**

This item presented by Johnny Barron, Public Works Director

Approved Resolution 2015-41 declaring the Selection of the Professional Engineering Firm to perform Bridge inspections for the City of Altus. Contract: Inspections under ODOT Bridge Inspection. April 1, 2016 to March 31, 2018.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Chris Riffle, Councilman
<b>SECONDER:</b>	Rick Henry, Councilman
<b>AYES:</b>	Henry, Shelton, Martin, Jencks, Winters, Kidwell, McAuliffe, Riffle, Smiley

**12. CONSIDER, DISCUSS AND VOTE TO APPROVE THE DESIGN DRAWINGS FOR THE MESQUITE MEADOWS ADDITION PROPOSED FOR DEVELOPMENT BY GEORGE NASSANY, MANAGER, NASSANY LAND COMPANY LLC; AND/OR ANY OTHER APPROPRIATE ACTION**

This item presented by Johnny Barron, Public Works Director

Approve Design Drawings for the Mesquite Meadows Addition proposed for development.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Chris Riffle, Councilman
<b>SECONDER:</b>	Jon Kidwell, Councilman
<b>AYES:</b>	Henry, Shelton, Martin, Jencks, Winters, Kidwell, McAuliffe, Riffle, Smiley

**13. CONSIDER, DISCUSS AND VOTE TO AUTHORIZE MAYOR TO SIGN THE CONTRACT APPROVING RECOMMENDATION TO PURCHASE WEBSITE REDESIGN AND HOSTING FROM CIVICPLUS (GSA CONTRACT # GS-35F-0124U), 302 S. 4TH STREET, SUITE 500, MANHATTAN, KS 66502 AND/OR ANY OTHER APPROPRIATE ACTION**

Jerry Gibson, IT Director      This item a companion to AMA #7

Authorize the Mayor to sign the Contract approving recommendation to purchase website redesign and hosting from CivicPlus . Contract: #GS-35F-0124U

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Chris Riffle, Councilman
<b>SECONDER:</b>	Jon Kidwell, Councilman
<b>AYES:</b>	Henry, Shelton, Martin, Jencks, Winters, Kidwell, McAuliffe, Riffle, Smiley

**14. CONSIDER, DISCUSS AND VOTE TO APPROVE A MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF ALTUS AND THE JACKSON COUNTY HEALTH DEPARTMENT TO AUTHORIZE THE USE OF THE ALTUS COMMUNITY CENTER DURING A PUBLIC HEALTH EMERGENCY RESPONSE, OR TAKE ANY OTHER APPROPRIATE ACTION.**

This item presented by Lloyd Colston, Emergency Services Director

Approve a Memorandum of Understanding between the City of Altus and Jackson County Health Department to authorize the use of the Altus Community Center during a Public Health Emergency Response.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Perry Shelton, Councilman
<b>SECONDER:</b>	Kevin McAuliffe, Councilman
<b>AYES:</b>	Henry, Shelton, Martin, Jencks, Winters, Kidwell, McAuliffe, Riffle, Smiley

**15. CONSIDER, DISCUSS AND VOTE TO APPROVE A MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF ALTUS AND THE JACKSON COUNTY HEALTH DEPARTMENT TO AUTHORIZE THE USE OF THE ALTUS CITY GYM DURING A PUBLIC HEALTH EMERGENCY RESPONSE, OR TAKE ANY OTHER APPROPRIATE ACTION.**

This item presented by Lloyd Colston, Emergency Services Director

Approve a Memorandum of Understanding between the City of Altus and the Jackson County Health Department to authorize the use of the Altus City Gym during a public Health Emergency Response.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Rick Henry, Councilman
<b>SECONDER:</b>	Perry Shelton, Councilman
<b>AYES:</b>	Henry, Shelton, Martin, Jencks, Winters, Kidwell, McAuliffe, Riffle, Smiley

**16. REVIEW, DISCUSS AND POSSIBLE ACTION ON OTHER NEW BUSINESS, IF ANY, WHICH HAS ARISEN SINCE THE POSTING OF THE AGENDA AND WHICH COULD NOT HAVE BEEN REASONABLY FORESEEN PRIOR TO POSTING OF THE AGENDA. (25 O.S.A. SECTION 3 -111 (9))**

None

**17. MAYOR'S APPOINTMENTS**

None

**18. ADJOURN 8:20 P.M.**